

SUPPLEMENTARY LIST OF CHECK DIGITS FOR 4-DIGIT
INDUSTRY AND 5-DIGIT "NOT SPECIFIED BY
KIND" AND "ALL OTHER" CODES

INTRODUCTION

This manual contains listings of 7-digit product codes, together with their verification check digits, representing products coded to the 4-digit industry and 5-digit product class "not specified by kind" levels. Also included is a listing of product classes, in the manufacturing industries, coded to the "all other" level. The manual is to be used in the coding of write-in products, for specified value of shipments size levels, in the 1963 Censuses of Manufactures and Mineral Industries. Mineral industries are covered in Major Groups 10-14 and manufacturing industries in Major Groups 19-39.

Product codes are listed separately for those to be used in coding standard (or long) forms and those to be used in coding short forms. For the mineral industries the long forms are those in the series MC-10A through MC-14F and the short forms, those in the series with "S" in the designation, that is, MC-10S through MC-14S-3. For the manufacturing industries the long forms are those in the series MC-19A through MC-39L and MC-D-1 and the short forms, those designated MC-20Z-1 through MC-39Z-3 and MC-Z.

For all long forms, the 4-digit industry "not specified by kind" codes carry the four digits of the industry as the first four digits of the code, plus 000 as the 5th-7th digits. For all short forms, the 4-digit "not specified by kind" codes carry the four digits of the industry as the first four digits of the code plus 099 as the 5th-7th digits. For all long forms, the 5-digit product class "not specified by kind" codes carry the product class as the first five digits of the code, plus 00 as the 6th and 7th digits. For all short forms, the 5-digit product class "not specified by kind" codes carry the product class as the first five digits of the code plus 99 as the 6th and 7th digits. In manufacturing, the product class "all other" codes carry the product class as the first five digits of the code plus 98 as the 6th and 7th digits.

As noted above, two verification check digits are shown for each product code, as the 8th and 9th digits. The inclusion of such check digits in this manual avoids the necessity of computing them. The check digits will be used, in computer processing of the report form information, in verifying the product code; the first of the check digits verifies the full seven digits of the product code and the second digit verifies the first four digits (industry) of the product code.

Where it is necessary to enter a product code onto the report form for the coding of a write-in product, the full nine digits should be entered in the "Census Product Code" column of the report form, using the appropriate sections and lists for minerals or for manufacturing in this manual.

Clerical coding specifications require, under certain conditions, the determination of the acceptability (or possibility) of the historic industry code (4 digits) shown in the address box of the report form submitted by the establishment. If the historic code is included, in this manual, in the list of 4-digit industry "not specified by kind" product codes, that is, is the same as the first four digits of any of the 4-digit industry "not specified by kind" product codes, it is to be considered acceptable or possible. If it is not so included, such historic code is to be considered as not acceptable or as impossible.